



**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY FINANCE SCHOOL**  
**10000 HAMPTON PARKWAY**  
**FORT JACKSON, SOUTH CAROLINA 29207-7025**

REPLY TO  
ATTENTION OF:

December 12, 2005

Financial Operations Division

Dear Lieutenant:

Congratulations on reaching the milestone of attendance to the Finance Officer's Basic Course (FOBC) and your integration into the United States Army and Finance Corps. This course is demanding and professionally rewarding. You will be challenged technically and tactically and be provided the tools to be a successful warrior leader in the Finance Corps.

Your report date is Monday 6 February 2006. All students will report to the Fort Jackson Welcome Center at 4394 Strom Thurmond Blvd. Report day is your time to get settled into billeting (your room will be reserved for you – no action required on your part), and get to know your way around Ft Jackson. Our first day of class will convene on Tuesday 7 February 2006, at 0730. We will meet in Room 402, Gates-Lord Hall (Building 10000), of the Soldier Support Institute. Our classroom is located on the first floor of the middle classroom wing. **Uniform for the first day is Class A.**

Please bring 10 copies of your orders and local address (i.e., building, room number, and telephone number) to the first class for in-processing. For additional information to help you prepare for the course, please see our web site: <http://www.finance.army.mil>, look under course information / FOBC.

Alpha Company, Training Support Battalion will conduct an official weigh-in for the course **on the first day of class**. Ensure you bring your **Improved Physical Fitness Uniform (IPFU)** with you to class for this weigh-in. My expectation is; as a leader of soldiers, you are physically and mentally fit upon arrival to FOBC. Physical fitness is critical to survival on battlefield, and will be an integral part of your training. You should be able to score no less than 250 points on the APFT and be able to run four miles in thirty-six minutes. Moreover, as leaders you must embrace the warrior ethos and soldier's creed. We are a nation at war; tough realistic training can be difference between life and death on the battlefield. Ensure you bring enough uniforms, boots, and gear to comfortably last the entire course (keep in mind we will be out in the field for ten days).

I thank you for your service to our country and I look forward to meeting you. I am happy to assist you in any way possible as you proceed to Fort Jackson. You may call me at, DSN 734-8689, commercial (803) 751-8689, home (803) 546-3740, or send a message to: [smith.steven@jackson.army.mil](mailto:smith.steven@jackson.army.mil) with your questions or concerns.

/// ORIGINAL SIGNED ///

STEVEN R. SMITH

Captain, FC

Course Director, Finance Officer Basic Course